

**Village of Salado
Salado Municipal Building
301 North Stagecoach Road
Salado, Texas
Minutes of Regular Meeting of Board of Aldermen
January 17, 2019 at 6:30 p.m.**

The Board of Aldermen meeting was called to order at 6:30 p.m. by Mayor Skip Blancett.

Mayor Blancett gave the Invocation and the Board of Aldermen led the Pledge of Allegiance to the United States and Texas flags.

Board Members Present: Mayor Skip Blancett, Mayor Pro-tem Frank Coachman, Aldermen Andy Jackson, Michael Coggin, and Michael McDougal.

Salado High School Representative Present: Grace Barker

Staff Present: Village Administrator Don Ferguson and City Secretary Cara McPartland

Citizens Communications

No citizen comments were heard.

1. Consent Agenda

- A. Approval of minutes of the Regular Board of Aldermen meeting of January 3, 2019.
- B. Approval of the December 2018 Financial Statements for the Village of Salado.

Mayor Pro-tem Coachman moved to approve Consent Agenda items, as presented. Alderman Jackson seconded. Motion carried on a vote of 4-0.

2. Village Administrator's Status Report

- Wastewater Project Update

Village Administrator Ferguson reported that he and Alderman Jackson held interviews today with respondents for system operation and maintenance, with recommendations to the Board to follow. He stated the collections system contractor is hoping to test the lift stations next week. Wooden privacy fencing and landscaping is being placed around the lift stations. He reported treatment plant crews are installing yard piping and electrical wiring, and performing site development. He noted treatment plant work is anticipated to be completed in mid-February. He reported the design phase for the Williams Road and Salado School Road sewer mains is nearing completion. It was noted that Salado ISD has received its metes and bounds description and the Village is expecting the ISD's annexation petition very soon. He advised there is a second meeting planned for potential system customers tentatively scheduled for Monday, February 4 at 6:00 p.m. at a location to be finalized. A photo of treatment plant progress was displayed.

- **Salado Area Wastewater Discharge Permit Application Update**

Village Administrator Ferguson reported that TCEQ has issued a draft permit for the FM 2484/IH-35 application, which the Village is currently evaluating. He noted the Hackberry/IH-35 applicant is still exploring alternative discharge locations due to expressed opposition.

- **Salado Police Chief Search**

Village Administrator Ferguson reported more than twenty applications have been received and are under review. Preliminary interviews will be held next week to be followed by an assessment process. He advised Sergeant Matthew Hicks is serving as active chief until a replacement is hired.

- **May 2019 Election Update**

Village Administrator Ferguson reported the filing period began this week for aldermen positions and will remain open until February 15, 2019 at 5:00 p.m. He advised candidate packets are available at municipal building offices or online. He highlighted voting/early voting location, dates, and times.

- **FY 2018 Village of Salado Audit Update**

Village Administrator Ferguson reported field work by the Village's outside auditor is planned to begin by the end of January. He anticipated a draft audit to be available for staff review in late February, with Board action likely to occur in early March. He noted that the Village will need to perform a single audit for 2020, which is required when receiving federal funds.

In addition, Village Administrator Ferguson reported that the January sales tax collections check, representing November collections, totaled \$50,776, up about one-percent from the same period last year, and the largest January sales tax check in Village history. Sales tax collections continue to trend upward, fiscal year-to-date collections are up about 11 percent from last year, and are running ahead of budget.

Mayor Blancett inquired about a possible tour of the treatment plant and Village Administrator Ferguson replied there are plans for a Board workshop tour and a public open house.

Brief discussion among Village Administrator Ferguson, Alderman McDougal, and Mayor Blancett addressed the timeframe for hiring a police chief, which is hoped to be completed by the end of February or early March, including the assessment/background check process, and a possible public reception for finalist(s).

In addition, Alderman Coggin and Village Administrator Ferguson discussed Smith Bluff right-of-way trimming and alternative solar lighting plans for the IH-35 gateway signs, which require TxDOT approval.

3. Discussion and Possible Action

A. Discuss and consider possible action regarding proposed improvements to Pace Park.
(*Pace Park Advisory Board*)

Village Administrator Ferguson introduced Pace Park Advisory Board Chair Amy McLane who recommended action to purchase limestone blocks to replace some existing bollards in the lower end of the park and planting of crape myrtle trees in between the blocks to be more cost-effective, aesthetically pleasing, and help decrease the space to prevent driving through the blocks. She said more head-in parking will be created by placing the blocks/trees further from the end of the pavement than the bollards. She noted the existing bollards on the north side will remain in place. Ms. McLane said the Board plans to work with Salado ISD and the Salado High School FFA on fund raising for the purchase and installation of the trees. Ms. McLane also recommended the use of existing boulders to mark the east and west boundaries of the Park. It was noted that funds for the proposed improvements will come from the Pace Park Budget.

Alderman Coggin recognized and thanked all of the Pace Park Advisory Board members. Mayor Blancett spoke of the need to address Park roads.

Alderman Coggin moved to approve the proposed improvements to Pace Park, as presented. Alderman McDougal seconded. Motion carried on a vote of 4-0.

B. Discuss and consider possible action authorizing the Village of Salado's continued participation in the Bell County Adaptive Management Coalition for Fiscal Year 2019.
(*Village Administrator*)

Village Administrator Ferguson explained this agreement simply continues the Village's membership in the coalition, which includes Bell County, Clearwater Underground Water Conservation District, and the Salado Water Supply Corporation. He advised the Village's share of the cost is \$5,000, which is included in the FY 2019 General Fund Budget.

Discussion established there is no change from the amount of last year's cost share.

Mayor Pro-tem Coachman moved to approve the Village of Salado's continued participation in the Bell County Adaptive Management Coalition for Fiscal Year 2019, as presented. Alderman Jackson seconded. Motion carried on a vote of 4-0.

C. Discuss and consider possible action regarding the proposed abandonment of an alley between N. Church Street and N. Main Street. (*Village Administrator*)

Village Administrator Ferguson explained that abandonment of the alley was requested by the property owners to facilitate replatting and placement of new residential construction on the subject property. If the Board approves this item, an ordinance will be placed on the February 7th agenda for consideration. Discussion established the property owner will be responsible for maintenance of the abandoned alley and that similar alley way issues in the same area will need to be addressed in the future.

Alderman McDougal moved to approve abandonment of the subject alley between N. Church Street and N. Main Street, as presented. Mayor Pro-tem Coachman seconded. Motion carried on a vote of 4-0.

- D. Discuss and consider possible action regarding a proposal to waive certain permit and contractor registration fees relating to the process of connecting to the Salado Wastewater System. (*Village Administrator*)

Village Administrator Ferguson recommended waivers for electrical, plumbing, and septic permit fees required as part of connecting to the new wastewater system. In addition, he proposed waiving contractor registration fees for contractors hired to decommission existing systems. It was noted that the Village is prohibited from charging registration fees to State-licensed plumbers and electricians. Although the recommendation is for waiver of the aforementioned fees, it was stressed that contractors are still required to obtain permits and register with the Village.

Discussion addressed inspection procedures/fees and confirmed this is a one-time fee waiver that applies only to initial customers connecting to the system. The cost to the Village was projected to be approximately \$2,000, which may be funded with any leftover wastewater project funds or from the Village's General Fund.

Alderman Jackson moved to approve the proposal to waive certain permit and contractor registration fees relating to the process of connecting to the Salado Wastewater System, as presented. Mayor Pro-tem Coachman seconded. Mayor Pro-tem Coachman offered an amendment to the motion that the costs of the fee waivers would be funded from the Village's wastewater fund, if possible. Alderman McDougal seconded the amendment to the motion.

At the request of Mayor Blancett, Alderman Jackson restated the motion to approve waiver of certain permit and contractor registration fees relating to the process of connecting to the Salado Wastewater System and fund costs for waiver of said fees from the Village wastewater fund, if possible. Motion carried on a vote of 4-0.

Addendum to Agenda

3. Discussion and Possible Action

- E. Discuss and consider possible action regarding Contract Amendment No. 4 with Matous Construction LP relating to construction of the Salado Wastewater Treatment Plant. (*Village Administrator*)

Village Administrator Ferguson reviewed the proposed amendment for a contract extension of 61 days due to the number of rain days encountered to date. In addition, the amendment reflects the deletion of extra concrete work not required during construction and modification of the plant service road needed due to groundwater seepage. He stressed the amendment will result in an overall reduction of \$1,752.00 from project costs.

Alderman McDougal moved to approve Contract Amendment No. 4 with Matous Construction LP relating to construction of the Salado Wastewater Treatment Plant. Mayor Pro-tem Coachman seconded. Discussion between Village Administrator Ferguson and Alderman Coggin addressed the amounts, costs, and types of concrete listed in Bid Items 5 and 6.

Motion carried on a vote of 4-0.

- F. Discuss and consider possible action regarding a proposed joint election resolution/agreement between the Village of Salado, Salado Independent School District and the Salado Public Library District relating to the May 4, 2019 elections in Salado, Texas. (*Village Administrator*)

Village Administrator Ferguson reviewed the agreement between the entities, which as in years past, would allow for sharing of polling place, equipment, and election officials. He stated the total cost of the election would be shared equally among entities. He spoke on changes to election equipment listed in the agreement, which will not require DOJ pre-clearance. He noted a subsequent resolution will be presented to the Board naming election judges at a future date.

Discussion addressed the Village's projected share of election costs (approximately \$2,000) and the timeframe for possible ballot items.

Mayor Pro-tem Coachman moved to approve the joint election resolution/agreement between the Village of Salado, Salado Independent School District and the Salado Public Library District relating to the May 4, 2019 elections, as presented. Alderman Coggin seconded. Motion carried on a vote of 4-0.

- G. Discuss and consider possible action regarding plans for the Texas Wine and Rogue Art Fest scheduled for March 30-31, 2019. (*Village Administrator*)

Village Administrator Ferguson recommended approval of plans for this annual event, including location, parking, event activities/vendors, portable restrooms, and security.

Mayor Pro-tem Coachman moved to approve plans for the Texas Wine and Rogue Art Fest scheduled for March 30-31, 2019, as presented. Alderman Jackson seconded. Motion carried on a vote of 4-0.

4. Workshop

- A. Discuss and consider issues relating to the possible appointment of an associate municipal judge for the Village of Salado Municipal Court. (*Mayor Pro-tem Frank Coachman*)

Village Administrator Ferguson requested continuance of this item until the Board's next workshop, as Presiding Judge Don Engleking is not able to attend tonight's meeting.

- B. Discuss and consider issues relating to the Salado Wastewater System, including, but not limited to, the project budget, connection procedures, customer rebates, and expansion plans. (*Village Administrator*)

As the project may come in under budget, Village Administrator Ferguson asked the Board for direction on development of a rebate program to help defray customer costs (such as contractor or impact fees), subject to proper certification/installation/inspection criteria. In the interest of fairness, he recommended consideration of a uniform fee. He noted that Bell County Health District will allow a 12-month deferral period to decommission existing septic. He stressed the optional deferral would be for decommissioning, not for connecting to the system.

Regarding expansion plans, the top two priorities are extending lines for Salado ISD properties and the Royal Street subdivision. Village Administrator Ferguson emphasized that customers, not the Village, pay for the cost of extension. He said the third priority is to look at extending a line on Salado Plaza Road. He advised meetings with the Holiday Inn Express owners are in the very early stages and more information is required before bringing any type of agreement to the Board.

Alderman Coggin asked if leftover wastewater funds can be used for extensions and Village Administrator Ferguson replied any extension of the system is to be paid by the potential customer requesting wastewater service. Discussion between Mayor Blancett and Village Administrator Ferguson established that the proposed rebate program applies to the initial customer base, not for customers requesting line extensions. Discussion between Alderman Coggin and Village Administrator Ferguson addressed inquiries about possible hardship waivers, which would come before the Board, if requested. Also, Village Administrator Ferguson corrected a recent rumor that the Baptist Church will not have to pay an impact fee by stressing the Baptist Church will pay an impact fee like other customers. Alderman McDougal felt that the Village of Salado's approach regarding the customer rebate program would make a good article for Texas Municipal League's publication. Mayor Blancett agreed with helping mitigate customer costs. Village Administrator Ferguson advised that meetings with contractors who responded to the Village's Request for Qualifications (RFQ) indicate the possibility of lower than expected operations and maintenance costs. In response to Mayor Pro-tem Coachman's question on residential versus business rebates, Village Administrator Ferguson recommended a uniform rebate to be fair across the board. He said the project has gone well, including coming in under budget despite fluctuating materials pricing, and employment of good contractors, who regularly communicate, meet, and interface on the project's progress. He explained technical issues that factor into system start-up and establishing a 90-day window for connections. Discussion continued on the significant vetting of potential contractors entrusted with this large-scale environmentally sensitive project, the possibility of offering an "early" rebate fee, and the importance of fairness and equality.

- C. Discuss and consider issues relating to the Village of Salado Ordinance regulating the keeping of chickens. (*Village Administrator*)

Village Administrator Ferguson stated this issue was raised by an individual who has a rather elaborate facility for housing chickens and is concerned about the impact of the Village's ordinance. He advised the individual was informed the structure is considered pre-existing, non-conforming, though not specifically spelled out in the ordinance. Although the individual in

question was informed the structure is grandfathered, she was concerned about possible enforcement of the ordinance by future staff/boards. He said the Board can either make a minor amendment to the ordinance relating to pre-existing, non-conforming structures or simply issue a letter to the concerned individual confirming that her structure is grandfathered. Discussion favored an action item on the Board's February 7th agenda directing staff to draft a letter in order to give the individual in question peace of mind.

Adjournment

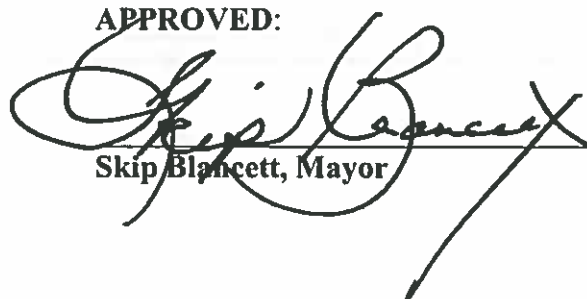
Alderman McDougal moved to adjourn. Mayor Pro-tem Coachman seconded. Mayor Blancett called the meeting adjourned at 7:50 p.m.

Recorded by:

Cara McPartland

These minutes approved on the 7th of February, 2019.

APPROVED:


Skip Blancett, Mayor

ATTEST:


Cara McPartland, City Secretary

